

## **FIRE CAPTAIN**

(Promotional Class)

### **DISTINGUISHING FEATURES OF THE CLASS**

This is responsible, supervisory work in the fire suppression division of fire department operations. Employees of this class are responsible for the operation of a fire station on assigned shift and for the supervision of all personnel assigned to that station on the shift. The fire captain makes initial decisions concerning fire ground operations and directs and supervises these until relieved by a superior officer. In addition to supervision of personnel and fire suppression, employees of this class are responsible for records and reports and for station training of subordinate personnel. Fire Captains work independently in their assigned areas, receiving instruction and assistance from a District Fire Chief. This class ranks directly below that of District Fire Chief.

### **EXAMPLES OF WORK**

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Supervise all employees assigned to a specific station on an assigned tour of duty; prepare work schedules, assign house duties, apparatus, and maintenance schedules, issue orders and assign work, relay information between subordinates and superiors; provide for repair and upkeep of station and equipment;

Fill out records and write reports such as basic fire incident report, fuel reports, supply requests, records of operation and maintenance of fire vehicles, etc.;

Assume command of fire scene operations and direct all fire fighting and rescue operations until relieved by a superior officer, making decisions such as if there is a need for ventilation, selecting proper stream, hose size, g.p.m., nozzle, determining if additional manpower is needed, etc.; operate communications equipment to relay messages from the fire scene;

Attack dwelling fires, multi-story and high rise building fires, auto fires, industrial fires, etc., using correct procedures; don and operate portable breathing equipment; enter burning structure; handle fire streams; search for injured persons and remove them to safety; perform first aid; look for, protect, and preserve any evidence of arson; identify, remove, or protect hazardous materials at fire scene;

Consult maps and select best available route to fire scene;

Collect information for pre-fire planning, visiting locations to become familiar with layout, location of meters, closest hydrant, etc.;

Provide informal station or "on-the-job" training for subordinates; participate in training activities; participate in post fire sessions to discuss what had been done and what could have been done better;

Perform related duties assigned.

#### **QUALIFICATION REQUIREMENTS**

Unless otherwise stated, all requirements listed below must be met by the filing deadline for application for admission to the examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States and of legal age.

After offer of promotion, but before beginning work in this class, must pass a physical examination, the selection and administration of which shall be authorized by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Must possess and maintain a valid Louisiana driver's license.

Must be a regular and permanent employee in the class of Fire Equipment Operator with at least two years, after confirmation, prior to the closing date of applications.

STTAM#1	11-23-76
Rev	11-11-82
	11-20-86
	02-15-91
	05-29-91
	12-09-93
	01-31-95
	05-14-96
	08-27-96
	05-14-01
	07-22-03
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